

## RECERTIFICATION

### *Frequently Asked Questions*

1. *How do I recertify?*

You must go to the TRANServe website

(<https://transitapp.ost.dot.gov/index.cfm?method=passport.showLogin&CFID=1237852&CFTOKEN=17933644>) and complete the application. Be sure to choose the option certify/recertify on the drop down.

2. *Can I recertify before 10/1?*

No. Recertification must happen between 10/1 and 10/31.

3. *If I'm a new NOAA employee and I apply during September, do I need to recertify between 10/1 and 10/31?*

Yes, you must recertify. ALL participants must recertify between 10/1 and 10/31.

4. *When recertifying, do I have to take the NOAA Integrity Awareness Training again?*

Yes, all applicants and recertifying participants must take the training again.

5. *Who can I contact if I have additional questions regarding recertification?*

Please contact your Line or Staff Offices' Transit Point of Contact by clicking the following link

[http://www.corporateservices.noaa.gov/facmd/transit\\_subsidy\\_program/transportation\\_subsidy\\_points\\_of\\_contact.pdf](http://www.corporateservices.noaa.gov/facmd/transit_subsidy_program/transportation_subsidy_points_of_contact.pdf).

6. *Why do I have to recertify when none of my information has changed?*

The Office of Personnel Management (OPM) requires all Transit Benefit program participants to recertify annually to verify information is correct and up-to-date.

7. *What will happen to my transit benefit, as a current participant, if I don't recertify between 10/1 and 10/31?*

You will be withdrawn from the NOAA Transit Subsidy Program and you will have to reapply for benefits. You will not be given retroactive transit benefits and you will have to pay your own way to and from work.